

Proposal to North Kingstown, RI

Route 2/102 Visioning

Estimated project period: July 1-November 15, 2012

Task	Description	CBI			Dodson		HW
		Senior Associate	Advisor	Graduate Associate	Principal	Staff Planner	Senior Planner
	Rate per hour	\$115	\$140	\$25	\$120	\$75	\$130
1	Coordination & Management Draft scope and process outline with HW & planning department Informational Calls with 6-10 people Synthesize feedback and revise proposed approach for July 16 TC meeting Revise approach & stakeholder group membership for Town Council	This work is essentially complete and hours were drawn down against the remaining budget from the original CBI project. Any remaining funds from that original budget will be drawn down completely before new funding is tapped.					
2	Convene stakeholder group (invite people, answer questions, etc)	8					
TASK SUBTOTAL		\$920	\$0	\$0	\$0	\$0	\$0
3	Prepare for and facilitate three meetings up to four hours each Work with committee between meetings, track action items, coordinate materials development, plan meeting agendas Plan charrette process with stakeholder group and planning department, including drafting publicity / outreach plan, coordinating logistics, etc.	20 24 16		20 2 1	16 2 6	8 8 8	12 8
TASK SUBTOTAL		\$6,900	\$140	\$550	\$2,880	\$1,800	\$2,600
4	Develop and Facilitate Workshops Create & deploy online survey Design and lead up to two focus groups Synthesize results from charrettes, focus groups and survey / online input Facilitate 2 stakeholder group meetings Work with stakeholder group between meetings, track action items, assist with development of recommendation/agreement, plan meeting agendas	30 6 12 6 12 18		30 6 6 12 4	24 12 16 8	8 8 8	20 12 8
TASK SUBTOTAL		\$9,660	\$280	\$1,850	\$7,200	\$1,800	\$5,200
5	Facilitate development of final stakeholder group consensus Presentation to the Planning Commission Develop final recommendations in narrative and illustrated format Attend presentation with stakeholder group to Town Council Develop draft Comprehensive Plan language	8 6 4 3		4	24		4 20
TASK SUBTOTAL		\$2,415	\$0	\$100	\$2,880	\$0	\$3,120
TOTAL HOURS		173	3	100	108	48	84
TOTAL COST		\$19,895	\$420	\$2,500	\$12,960	\$3,600	\$10,920
SUBTOTAL FOR LABOR				\$22,815		\$16,560	\$10,920

Direct Costs	\$2,000	\$1,440	\$400
Subtotal for each consultant	\$24,815	\$18,000	\$11,320
PROJECT TOTAL			\$54,135